

Jack's Journey

Charitable Incorporated Organisation

Registered Charity No: 1171182

1 Went Meadows Close, Dearham, Maryport, Cumbria, CA15 7HN

Trustees' Annual Report

for the period

1st April 2022 - 31st March 2023

www.jacksjourney.org.uk



Jack's Journey CIO

Charitable Incorporated Organisation No: 1171182

Supporting Families Through Childhood Cancer

Trustees' and professional advisors for the year ending
31st March 2023

Trustees	Mr Andrew Gibson Mrs Carol Reid Miss Jessica Southwell Mr John Glyn Coward Mr Kenneth Hodgson Mrs Samantha Louise Gibson
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Charity Registered Number	1171182
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Registered Office	1 Went Meadows Close Dearham Maryport Cumbria CA15 7HN
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Independent Examiner	Simon Lewis 30 Riddlesdown Avenue, Purley, CR8 1JG
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Bankers	Lloyds Banking Group 21-23 Murray Rd, Workington Cumbria CA14 2AD
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Trustees' Report for the year ending 31 March 2023

The Trustees present the annual report and receipts, and payments accounts for Jack's Journey, a Charitable Incorporated Organisation (CIO), for the year ended 31 March 2023.

Structure, governance and management

Constitution

The charity is registered as a Charitable Incorporated Organisation, was incorporated on 19th January 2017 and is registered charity number 1171182.

The principal objects of the charity are:

- To support children with cancer, and families of those children, within Cumbria by way of financial support.
- To ease the treatment of childhood cancer through support in hospital
- To provide holiday accommodation to provide relief for these families

There have been no changes to these objects during the reporting period. The constitution has been reviewed and remains relevant to the charity's mission. The trustees have ensured compliance with legal and regulatory requirements throughout the financial year.

Management

The management of the charity is the responsibility of the currently presiding trustees. The Board of Trustees is responsible for the overall governance and strategic direction of Jack's Journey CIO. The trustees have worked collaboratively with the charity's volunteers, providing oversight and guidance to ensure effective operation and adherence to the charity's objectives.

Principles adopted for the induction and training of trustees

New trustees are appointed by the presiding trustees who aim to achieve a mix of professional skills on the board that will benefit the charity. Each new trustee undergoes a brief induction that includes the charity's objects, financial standing and aims. There has been no changes to the trustees, or the process of inducting/training trustees, during the reporting period.

Organisational structure and decision making

The trustees collectively are responsible for directing the affairs of the charity ensuring that it is solvent, well ran and delivering the charitable outcomes for which it was set up, ensuring compliance with charity law and all other applicable legislation and regulations. The trustees also determine the strategy and key objectives and vote on major policy decisions affecting the charity which they monitor through regular meetings.

The charity employs no permanent staff and relies on volunteers to support the trustees in the operation of the charity, whether in day-to-day operation or specific to individual events.

Public benefit

In accordance with S17 of the Charities Act 2011, the trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and when planning the future activities. The trustees assess how new activities planned will contribute to the overall aims and objectives they have set and periodically review existing activities to ensure ongoing public benefit.

Objectives and Activities

Policies and objects

The trustees' primary purpose is to ensure the provision and maintenance of financial support to Cumbrian families who have experienced a childhood cancer diagnosis, to reduce the significant financial burden treatment brings.

A further function, although no less significant, it is the trustee's purpose to provide respite accommodation for families to rest and recuperate during, or shortly after, treatment. The facility is also to be made available to recently bereaved families as a means of time to reflect and mourn.

Furthermore, it is the trustees' responsibility to grow the charity, in both outside awareness and financial capability to develop new ways to support these families.

Strategies and Activities for achieving objectives

Strategy and activities to allow the charity to achieve the previously set out objectives have developed during previous reporting periods, and build on learning from experience. The charity continues to be well supported by the local community with a small, continuous income from engaging this community. Sports and community clubs provide an incredible link which has proved to be the primary source of income, and the visibility provided by these fund raising incentives has enabled further relationships, leading to growing community engagement.

This financial year, 96 families enjoyed a 3-4 day stay, greater than 70% utilisation of available booking slots. Again, this builds on previous years of Jacks Journey operating 2 holiday homes, and underuse is due to lack of demand during the week in school term times, which is unlikely to be improved upon by increasing use for supported families. Cancellations were, on the whole, able to be rescheduled, but only through the hard work and constant effort of the team.

All activities are planned and undertaken to help generate additional income beyond that of voluntary income to provide for front line operations and all essential support functions to achieve the primary purpose.

Fundraising activities/Income generation

As previous mentioned, support from the local community, via one off events or continuous phases of fundraising have become the primary source of funding. Links with local rugby teams, social clubs and companies have been critical to allowing the charity to operate and grow the means of support, which is currently unrestricted by funding.

Another valuable & reliable form of income has been through the generous donations from families using the facilities we offer. Although this is most definitely non-mandatory, a continuous stream of monetary donations is received following trips to both holiday home sites. This supports the general comments and thanks that the value of the breaks is significantly more than the cost to the charity.

Opportunity exists to develop another funding stream by utilising the non-occupied time for the holiday homes for paying guests, but maintaining a balance of income generation and optimising charitable objectives is key.

Grant Making

Grant-making applications are supported by CLIC Sargent social workers at their point of contact with Cumbrian families receiving treatment at both the Royal Victoria Infirmary (RVI), Newcastle and Royal Manchester Childrens Hospital (RMCH), Manchester

Grants are categorised two-fold. On diagnosis, an initial non-means tested grant is made to as many families as permissible. Further, emergency grants can be applied for and their award is based on discussion between trustees and social workers.

During FY '22-'23, 5 grants have been made on diagnosis, with no additional emergency grants being made. This number of grants is consistent with previous years but lower than the charity plans to grant during the year.

Financial performance

Following an underperforming year in FY '21-22, the charity has returned to fundraising significantly more than the operating costs, enabling a successive growth and ability to comfortably deliver charitable objectives..

There is no reason to doubt trustees' management of finances or grant-making policies given the challenges that all sectors have faced this reporting period. Costs of fundraising generated greater than 270% return and reinforced the decisions to invest in these fundraising areas.

Reserves policy

It is the intention of the trustees to hold a minimum of 6 months caravan running costs (for both the Lowther and Ribby Hall sites) in reserve to allow the continued provision should funds slow, enabling time to recover. In addition, funds to fulfil one grant application every month for that time are to be held. These significant operating costs are paid in advance, benefit from cost reduction due to early payment and removing risk of being unable to deliver charitable objectives due to lack of fundraising.

Plans for the future

The stability of the charity to deliver the charitable objects is proven, with typically low operating costs returning high cost:value performance. Measuring the value, and delivering greater levels of support to families across the regions is important to ensure the direction of travel continues to meet the needs of families.

It is the ambition of the charity to learn from those we support, how we can more greatly deliver in varied ways support to those families. Plans are afoot to gather this learning.

The continued financial performance and growth, in terms of both awareness and families supported, of the charity will be monitored closely and determine prospects of the charity.

This report is approved by the trustees, as of 31 January 2024 and signed on their behalf by:

Mr Andrew Gibson, Chair

Mrs Samantha Gibson, Treasurer



CHARITY COMMISSION
FOR ENGLAND AND WALES

Jacks Journey

1171182

Receipts and payments accounts

CC16a

For the period
from

4/1/2022

To

3/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	32,688	-	-	32,688	5,904
Fundraising	8,351	-	-	8,351	8,615
Interest Received	38	-	-	38	2
		-	-	-	
		-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	-
Sub total (Gross income for AR)	41,077	-	-	41,077	14,521
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,077	-	-	41,077	14,521
A3 Payments					
Charitable Activities	18,286	-	-	18,286	20,587
Cost of fundraising	2,993	-	-	2,993	1,797
Printing, postage, stationery and computer supplies	83	-	-	83	275
Insurance	728	-	-	728	173
Advertising		-	-	-	
		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	22,091	-	-	22,091	22,832
A4 Asset and investment purchases, (see table)					
		-	-	-	
				-	
				-	
	-	-	-	-	
Sub total	-	-	-	-	
Total payments	22,091	-	-	22,091	22,832
Net of receipts/(payments)	18,986	-	-	18,986	- 8,311
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	33,086	-	-	33,086	41,396
Cash funds this year end	52,072	-	-	52,072	33,085

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	52,072	-	-
		-	-	-
		-	-	-
	Total cash funds	52,072	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Caravan Lowther Holiday Home		-	
	Ribby Hall Holiday home			
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Samantha Gibson		
		Andrew Gibson		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Jack's Journey

On accounts for the year
ended

31 March 2023

Charity no
(if any)

1171182

Set out on pages

Pages 1 and 2 of the receipts and payments accounts and pages 1 to 4 of the trustees' report

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Simon Lewis

Date:

31 January 2024

Name:

Simon Lewis

Relevant professional
qualification(s) or body
(if any):

ICAEW - ACA

Address:

30 Riddlesdown Avenue, Purley, CR8 1JG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.